



SAFER
COMMUNITIES
PROGRAM

PRESENTED BY
OFFICE OF BUSINESS DIVERSITY
& COMPLIANCE

I M P O R T A N T I N F O R M A T I O N

Applications Available

Monday, August 26, 2024 | 12:00pm (noon) Central Standard

Time Close – Friday, September 27, 2024, at 11:59 AM Central

Standard Time

Late or Incomplete Submissions Will Not Be Accepted

This includes failure to upload the correct documentation (renders application incomplete)

AM I ELIGIBLE?

- Tax exempt 501(c)(3) organization
 - Official address listed within the City of Memphis,
 - Been in operation under its tax-exempt status for one year prior to the date of application .
 - Proof is needed to verify current programming and a successful track record of providing services for which they are seeking funding to support.
 - Programs must be focused on the intervention, suppression, or prevention of crime or otherwise enhance safer communities. These
 - programs will assist the city in creating safer communities that benefit its citizenry.
 - Compliance with state requirements and show proof of current certification status.
 - Funds should only be of use for public use and cannot be used for political activity whatsoever or used as a participant of discrimination.
- This program is not meant to be the sole source for funding of an applicant's programs, projects or services.

REQUIRED DOCUMENTATION

- **Documentation of Non-Profit, Charitable, or Civic Organization**
- **Most Recent 990, 990-N, or 990 EZ Submission (must have been filed and accepted by the IRS within the last 3 years)**
- **Filing Confirmation From the IRS that indicates that the tax filing submitted has been filed with the IRS**
- **Copy of your signed W-9 with organization's local address (registered to an address within the city of Memphis)**
- **Copy of Certificate of Insurance from your current carrier (expired COI will not be accepted)**
- **FY25 Budget Template**
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WHAT SHOULD I DO?

- **Must Establish & Maintain an adequate Accounting System, Financial Records, and Policies and Procedures to accurately account for Grant Funds**

WHAT SHOULD I NOT DO?

- Don't – Make Bank or ATM Cash Withdrawals or Cash Payments with Grant Funds
- Don't – Use Cashapp or any other Electronic Money Transfer Application
- Don't – Falsify or Create Documents For Compliance Reporting
- Don't – Pay From Any Other Bank Account Other Than The One Receiving Funds
- Don't – Sign or Approve Payments to Self
- Don't – Allow Executive Directors to Perform Accounting Functions

Attention : Providing fraudulent information will disqualify ones organization for the next three fiscal years. It can also lead to prosecution.

PROCESS

- Step 1 – Complete Application**
- Step 2 – Submit Application**
- Step 3 – Application Review**
- Step 4 – Presentation**
- Step 5 – Disbursements**
- Step 6 – Quarterly and End of the Year Reports**

KEEP IN CONTACT

Via Email – GrantsAccounting@memphistn.gov or safer.communitiesgrants@memphistn.gov

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